

**BRIDGEHAMPTON U.F.S.D.
BOARD OF EDUCATION
REGULAR MEETING MINUTES**

Date: September 8, 2008
Meeting Type: Board of Education Regular Meeting
Present: Elizabeth Kotz, James Walker, Joseph Berhalter, Carol Kalish, Susan Hiscock,
Nicki Hemby, Rick Delano
Dr. Dianne B. Youngblood, Superintendent, John Pryor, Principal,
Philip Kenter, Business Administrator, Tom Volz, School Attorney,
Joyce Manigo, District Clerk

I. ROUTINE MATTERS:

- A) Call to Order by the President upon his having ascertained the presence of a Quorum, Pledge Allegiance to the Flag and Roll Call at 7:08 p.m.
- B) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Revised Proposed BOE Agenda, dated September 8, 2008.

Motion: Kalish Seconded: Berhalter Vote: 7-0

- C) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the minutes of the Workshop Meeting of the Board of Education dated July 30, 2008, a Regular Board Meeting dated, August 11, 2008 and a Workshop Meeting of the Board of Education dated August 27, 2008. (Note: Corrected the August 11, 2008 minutes by adjusting the vote count from 6-0 to 7-0 on the last two resolutions)

Motion: Kalish Seconded: Kotz Vote: 7-0

- D) Invitation to visitors to address the Board of Education on agenda items
- E) Communications – Mr. Delano shared that he, Elizabeth Kotz and James Walker met with Mary Ann McCaffey and John Mullen of the Public Relations Firm before the meeting to discuss the contract and recommended services that the Firm could render the district during the school year under the approved amount of \$25,000 that the Board established at a previous Board meeting. It was agreed upon by all members present that the PR Firm would come up with a proposal and present it to the Board at the BOE Workshop Meeting on September 24, 2008.
- F) Board of Education Items
- G) Consideration of additional items for the Agenda

Mr. Walker asked everyone present at the meeting for a moment of silence, memorializing the 9/11 event.

II. ANNOUNCEMENTS:

- A. Remembering 9/11 with moments of silence
- B. PTO BBQ & Back to School Night, September 18, 2008 at 5:30 p.m.
- C. Policy Review Committee Meeting, September 24, 2008 at 6:00 p.m.
- D. Board of Education Workshop Meeting, September 24, 2008 at 7:00 p.m.
- E. Columbus Day Observed, School Closed, October 13, 2008
- F. Next Regular Board of Education Meeting, October 14, 2008 at 7:00 p.m.
- G. NYSSBA 89th Annual Convention, New York, NY, October 16-19, 2008
- H. Other

III. REPORTS:

A) Superintendent's Report - Dr. Youngblood talked about several items:

- She reported that there were two Bridgehampton students registered for the AP English course in Sag Harbor and added that she hopes that the shared programs will become a two-way street (students from other districts would begin to attend some of Bridgehampton's programs such as the Environmental & Design class.
- Dr. Youngblood introduced Judiann Fayyaz, the Environmental & Design Teacher to present her proposal on the edible school yard. She shared that she would like to develop the Environmental and Design class by introducing an edible schoolyard behind the Administrative Building. Students would actually design, cross out and build the garden. She asked the Board to allow the students to bring the proposed plan forth as a presentation.
- Several members of the Strategic Plan Council have met over the summer to review the goals for the 2008-09 school year. Also the Council members have begun to plan a major kick off program, to engage our geographic region in a dialogue about the future on Education on Long Island. She said she has called some folks on the Island, who are involved in economic development. She will be working closely with Rick Delano to put together a forum inviting our East End School Districts, community members and politicians to engage in the conversation about the future on the Education on Long Island. She is hoping to get the program off and running by the end of September or the beginning of October.
- She also informed the Board that discussion is progressing between the District and the Suffolk County EMS Services to have an EMT Course offered here for the 2008-09 school year. Last week she e-mailed the surrounding school districts' Superintendents and the Ross School to inform them of the initiative and ask for their support in recruiting senior students who are interested in being EMT's. The next meeting of this planning group is scheduled for next Tuesday, September 16, 2008.
- She shared that she received several parental requests; three for transportation to the private schools and two for tuition waivers. She said that all the transportation requests were students that lived in district but had missed the application deadline. She also shared that Tom Frederico, bus coordinator from the McCoy bus company had assured our Business Administrator, Mr. Kenter that there was room on the bus and the district would be able provide the transportation for these students at no additional cost to the district. The Board agreed to provide the transportation services to the students that had applied, with the understanding that once the bus is full, there will be no transportation and the district will not supply additional buses. The other two parental requests were requests to waive tuition, one from a parent of Southampton and the other from Riverhead. She wanted to make sure that she was following the wishes of the Board to adhere to the Non-Resident Policy. Mrs. Kotz suggested that further discussion would be that the parents should address their home district for a tuition agreement that can be worked out to cover tuition cost. At this point the District should remain consistent because we have some families that are paying tuition and it will not be appropriate to discuss waiving tuition. Dr. Youngblood shared that the parent from Southampton did have that conversation with her District Superintendent and did not entertain such an arrangement.
- Lastly, Dr. Youngblood reported that on last Thursday, she received a FOIL request from Mr. Berhalter for SAT and graduation information for 2006, 2007 and 2008 seniors. He also FOILED the same from Southampton, East Hampton and Sag Harbor. She advised the Board that the information would be available by Friday, Sept. 12, 2008.

B) School Business Administrator's Report – Mr. Kenter reported several items:

- Omni Group Contract has been submitted to our District Attorney for review. This is to engage them as our Third Party Administrator for 403(b) retirement programs.
- NYSIR inspected our facilities on Thursday, September 4th. A full written report will be issued to us shortly; however, their inspector already met with Tom Stevenson, our new Head Custodian and Mr. Kenter regarding the issues that must be addressed.
- A fourth letter was sent to the parents of the two students who did not pay for attending or completing the Princeton Review Course.
- There was a problem with fireproofing the curtains in the gym in that during the course of the process, the chemical used stained them. Northeast Fire shield, the vendor who performed the service, will be removing the curtains to have them properly cleaned and dipped in the fireproofing chemical. They will return and hang them within the next two weeks.
- East End Turf will be delivering new pea gravel to level off the playground. Other repairs required by NYSIR have been performed there.
- Lastly, Mr. Kenter shared that the Food Services Program got off to a terrific start.

C) Principal's Report – Mr. Pryor report started out by echoing Dr. Youngblood by stating the school year had gotten off to a good start. He also shared information on the AP English class in Sag Harbor. Next year we hope to have our own curriculum for AP Social Studies Class by Mr. Meyer, our Social Studies Teacher. We have several new courses this year, such as anatomy, physiology, calculus and the CAD Program. The students are embracing the programs that we have in place. In the elementary classes we have put together core programs for grade 3-6. There is reading/writing in the morning and math in the afternoon. Total enrollment currently for the school year is 134 students, and we are expecting three new students tomorrow. Mr. Pryor said enrollment is strong, programs are strong and he is very confident about the school year. Students are very energetic. There is two basic goals; one is the vocabulary program for K-12 to increase standardized scores including SAT scores and the other goals is to work on our character and how to behave when others are watching.

On Sunday 9/28 the senior class along w/ parents and staff will be traveling to NYC for the 7th annual "Tunnel to Towers" 5K run. This run is to commemorate those who perished in 9/11 attacks at the world trade center. The course follows the footsteps of Firefighter Stephen Siller who lost his life on that day. The seniors raised over \$500 in donations and gave over \$400 from their class funds to the Stephen Siller Children's Foundation.

Resolved that the Board of Education of the Bridgehampton U.F.S.D. approves use of building (Front of the Building) request from Mr. Ken Giosi and Mrs. Mary Johnsen, on behalf of the Senior Class for Car Washes on September 11, 18, 2008 from 3:00 p.m. until 6:00 p.m. and on September 13, 2008 from 11:00 a.m. until 3:00 p.m. The approval is subject to submitting the paper work into the Superintendent.

Motion: Hiscock Seconded: Kalish Vote: 7-0

Mrs. Karen Hochstedler gave a presentation on the Drama Camp that was held this summer at the Bridgehampton School. She said that the students and adults that attended had a great time.

IV. OLD BUSINESS:

- A) Follow-up presentation by Noah Nevelson, Vice President, of Munistat Services, Inc. on the topic of the district's need for a Tax Anticipation Note (T.A.N.)
Mr. Kenter introduced: Mr. Noah Nadelson from Munistat Services.

Mr. Kenter provided information on the cash flow and offered three different avenues the Board would need to pursue. He explained that Munistat assists school districts with financial borrowing until the district receives the expected revenues for the school year.

Mr. Kenter suggested that the Board should consider doing a the TAN instead of using any of the reserve funds that have been established for designated purposes.

Mr. Kenter also provided the Board with Cash Flow Statements demonstrating the various scenarios as well as definitions as to what the reserve money was designated for. He also advised the Board that before the District could use the reserve funds, the District would have to get voter approval. We will still need to borrow money through a TAN as there is not enough in the reserve to keep this district fluid with the ability to make payroll and payables in a timely fashion without retarding those payments.

Mr. Kenter finally shared that if the Board does not decide to take the TAN, the District would be out of money by December, even with using the full reserve. He then turned the discussion over to Noah Nadelson to further explain the TAN borrowing process and costs associated with it.

V. NEW BUSINESS:**VI. INVITATION TO VISITORS TO ADDRESS THE BOARD OF EDUCATION ON TOPICS DISCUSSED ABOVE.****VII. SUPERINTENDENT'S RECOMMENDATIONS:**

A) Finance Matters

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts warrant #5 Fund A, with 45 claims in the amount of \$108,091.29; warrant #6 Fund A with 19 claims in the amount of \$41,751.77; warrant #3, Fund C with 1 claim in the amount of \$199.95; warrant #2, Fund F with 1 claim in the amount of \$1748.00; warrant #4, Fund F with 1 claim in the amount of \$3091.20; warrant #2, Fund T with 13 claims in the amount of \$40,490.05.

Motion: Kalish Seconded: Kotz Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Appropriation Status Report for the period 07/01/08-06/30/09.

Motion: Hiscock Seconded: Kalish Vote: 7-0

- 3) **Resolved** that the Board of Education of the Bridgehampton UFSD accepts the Revenue Status Report for the period 07/01/08-06/30/09.

Motion: Hiscock Seconded: Kalish Vote: 7-0

- 4) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Treasurer's Report for the month of July, 2008.

Motion: Hiscock Seconded: Kalish Vote: 7-0

- 5) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the Extra-Curricular Classroom Activities Report for August 31, 2008.

Motion: Hiscock Seconded: Kalish Vote: 7-0

- 6) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the following Budget Transfers totaling the amount of \$94,573.31:
- from A5540.400 (Transportation) to A1320.400 (Contractual Expense) in the amount of \$10,798.00;
 - from A2110.120 (Pre-K Teacher Salary) to A2070.150 (Instructional Salaries) in the amount of \$31,523.24;
 - from A2110.120 (Pre-K Teacher Salary) to A2820.150 (Instructional Salaries) in the amount of \$35,268.07;
 - from A2110.120 (Pre-K Teacher Salary) to A5510.151 (Administrator Salary) in the amount of \$16,984.00

Motion: Hiscock Seconded: Kotz Vote: 7-0

B) Personnel

1) Resignations

2) Leaves

3) Assignments

- a) **Resolved** that the Board of Education of the Bridgehampton UFSD appoints Cheryl Nordt, who holds New York State Teaching Assistant, Level One, Certification, to the position of part-time Teacher Aide for the 2008-09 school year at a rate of twenty dollars (\$20) per hour for a maximum of 17.5 hours per week, pending fingerprint clearance.

Motion: Kotz Seconded: Kalish Vote: 7-0

- b) **Resolved** that the Board of Education of the Bridgehampton UFSD approves Nan French, who is New York State Certified in Elementary Education, to the position of Substitute Teacher effective September 9, 2008, pending fingerprint clearance, at a salary of \$150 per day.

Motion: Kotz Seconded: Kalish Vote: 7-0

4) Other

C) Use of Facilities

- 1) **Resolved** that the Board of Education of the Bridgehampton U.F.S.D. approves use of building (for room #7 and the cafeteria) request from Elizabeth Alves, School Nurse for Yoga and Reiki during the Health Fair on Saturday, October 4, 2008 from 10:00 a.m. until 2:00 p.m.

Motion: Delano Seconded: Hemby Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton U.F.S.D. approves use of building (Middle School-Music Room) request from Ninfa Boyd, on behalf of the PTO for Movie Night on Friday, October 24, 2008 from 6:00 p.m. until 8:30 p.m.

Motion: Delano Seconded: Hemby Vote: 7-0

D) Committee on Special Education

- 1) **Resolved** that the Board of Education of the Bridgehampton UFSD approves the contract with Alexis M. Grodski, PT, as a private provider for Physical Therapy services to parentally placed students with disabilities within the Bridgehampton School District boundaries, from September 11, 2008 through June 19, 2009 at a rate of \$70 per forty-five minute session; and \$100 for 60 minute consultation, and authorizes the Board President to sign.

Motion: Hemby Seconded: Berhalter Vote: 7-0

- 2) **Resolved** that the Board of Education of the Bridgehampton UFSD approves and authorizes the Board President to sign the contract agreement for the provision of Services provided by East End Kids Therapy, Inc. for students at Bridgehampton, Lower Ross and Hayground Schools for the 2008-2009 school year at the rates listed on the fee schedule (see attached).

Motion: Hemby Seconded: Hiscock Vote: 7-0

Resolved that the Board of Education of the Bridgehampton UFSD convenes into an executive session to discuss Personnel and Negotiations matters at 8:35 PM.

Motion: Hiscock Seconded: Kalish Vote: 7-0

Resolved that the Board of Education resumes back into public session and adjourned the meeting at 10:35 PM.

Motion: Delano Seconded: Hiscock Vote: 7-0

Respectfully submitted,

**Joyce Crews-Manigo
District Clerk**